

City of Takoma Park, Maryland

Office of the City Manager

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Suzanne R. Ludlow, City Manager

March 2, 2018

Adrian G. Washington, Manager
Neighborhood Development Company, L.L.C.
3232 Georgia Avenue, NW, Suite 100
Washington, DC 20010

Subject: Takoma Junction Development Agreement
Section 7: Project Schedule

Dear Mr. Washington;

This is formal notification of the City's conditional acceptance of the revised project schedule for the Takoma Junction Development Project, submitted for our consideration on February 28, 2018. Your request for additional time to enter into a lease with a primary tenant, while understood and supported by staff, is not a Main Task as defined by the Development Agreement. We are unable to approve it at the staff level as a result. No formal action is required; but, at the time of Council action on the site plan, the Council will address that request.

The next Main Task identified in the amended Project Schedule – the submission of the Draft Combined Plan – is due April 3. The plan is scheduled to be presented to the City Council the following evening on Wednesday, April 4, 2018.

Please let us know what assistance we can provide as you work to complete this next task.

Sincerely,

A handwritten signature in blue ink that reads "Suzanne R. Ludlow".

Suzanne R. Ludlow
City Manager

CC: Alexander Zemicheal, Development Director, NDC
Jason Damweber, Deputy City Manager
Sara Anne Daines, HCD Director